Program Director, L. Maue, called the January Policy Council meeting to order via zoom at 6:07 pm.

D. Burke, Secretary, conducted roll call and found there was a quorum. A quorum as defined by the by-laws is: at least one-third of members present; a minimum of 50% of attending members are parents; and at least one parent from each county is present.

**Meeting Minutes:**
The minutes of the regular December 20 meeting were reviewed.

- **S. Clark moved to approve the minutes, C. Stanley 2nd. Motion passed.**

**Monitoring:**
I. Monitoring Report and Budget
   A. Monitoring Report
      i. Enrollment. 221 of 337 slots are filled as of 12/31/21.
      ii. The program has gone remote during this week due to COVID and behavior in the classrooms.
      iii. Average daily attendance has been at 75%.
      iv. Dental exams for children are running behind due to the lack of dentists in the area who will accept the medical card.
      v. Parent engagement is very low.
      vi. There were no parent absences at drop of reported for December.
Policy Council Meeting Minutes

B. Budget
i. L. Maue provided an update on Basic, T/TA, ARP, and the Consolidated Appropriations Act Funding.
ii. Basic account has $2.5 million left to be spent, due to staffing issues.
iii. T/TA has $30,000 left to be spent for trainings.
iv. CARES funds of $65,000 will be spent out on new windows and doors at Carbondale and Marion centers.
v. ARP funds has a balance of almost $385,000 to be used.
vi. Head Start Safety Funds $210,000 will be used for a new access road at the Carbondale center that is soon to be underway.
vii. Program needs more in-kind to be generated.

C. University Credit Card
i. The p-card statement for December was reviewed.

D. Burke moved to approve the p-card report, S. Clark 2nd. Motion passed.

Old Business:
All centers are closed January 24-28 due to rise in the number of COVID cases.

New Business:

I. Hires and Dismissals
   The following were presented to the council for hire pending University approval:

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Julie Murphy</td>
<td>Child Care Assistant</td>
<td>CD</td>
</tr>
<tr>
<td>Noah Moore</td>
<td>Child Care Assistant</td>
<td>CD</td>
</tr>
<tr>
<td>Olivia Martin</td>
<td>Child Care Assistant</td>
<td>CD</td>
</tr>
<tr>
<td>Tiffany Beasley</td>
<td>Sub Teacher</td>
<td>CD</td>
</tr>
<tr>
<td>Angela Martin</td>
<td>Coach/Training Specialist</td>
<td>Admin</td>
</tr>
</tbody>
</table>

C. Stanley moved to approve the hires, S. Clark 2nd. Motion passed.

Training:
Grant training was conducted by Executive Director, L. Maue.
   I. The current 5-year grant cycle runs from 2020 thru 2025
   II. The baseline grant is done on year one of the cycle.
   III. The continuation grant is done on years two, three, four and five.
   IV. A competitive grant is done when there has been a finding in the program that is not good (i.e., low CLASS scores)
   V. The grant for 2022 is $3.8 million.
Announcements

I. February 4 is the Self-Assessment meeting to be held virtually.
II. The next Policy Council meeting will be held on February 21, 2022. It will be announced if it will be virtual or in-person.
III. Question to think about for next meeting: What would be beneficial for the centers?

- On a motion by C. Stanley, S. Clark 2nd the meeting was adjourned at 6:50 pm.

Respectfully Submitted by _______________________________.

Danielle Burke, Secretary